Hi everyone!

My name is Kaleigh Carroll (she/her), and I'm the editor-in-chief for The Planet magazine next quarter. To get our team ready, I'm looking to hire three story editors, one public editor and three designers. No matter your major or past experience in journalism, I'd love to see you apply!

What's The Planet?

We're a student-run environmental magazine that has been on Western's campus since 1979. Whether we're covering the rise in Puget Sound squid fishing or eco-anxiety among students, The Planet puts an emphasis on environmental justice. You can read more about us at our website or by picking up a copy of the magazine anywhere on campus!

How do I apply?

Please fill out this form before **11:59 p.m. on March 15.**

What positions are available?

All editing positions can be taken for five ENVS credits, one ENVS credit and pay or just pay. Designer positions are only available for pay.

Story editor (3 open spots)

7 hours per week, $14.49/hr if taken for pay

In this position, you'll lead a team of 4-5 reporters as they write one feature-length story throughout the quarter. You're expected to meet weekly with your team, thoroughly edit their work in a timely manner and mentor them throughout the reporting process.

Story editors are also expected to attend weekly editor meetings where they will report to the EIC/ME, discuss important developments and contribute to newsroom discussions.

To succeed in this role, you'll need:

- Strong communication and editing skills
- Leadership experience (not necessarily in a past newsroom)
- The ability to edit under quick deadlines

Public editor (1 open spot)

6 hours per week, $14.49/hr if taken for pay

As the public editor, you'll be responsible for creating 6-8 pieces of news content (articles, Q&As, podcasts, etc.) about timely environmental issues. The Planet publishes on a quarterly schedule, but the news doesn't move at that same pace. This position is intended to cover time-sensitive issues that regular Planet reporters can't. You'll work closely with the editor-in-chief and managing editor to pitch, write, edit and publish your stories. Examples of past work from public editors can be found on our website under "voices."

To succeed in this role, you'll need:

- Previous newswriting experience
- Independent work ethic
- Strong communication and reporting skills

Lead magazine designers (1 open spot)

4 hours per week at $14.49/hr (Can ONLY be taken for pay)

The lead magazine designer will organize the two-person design team, delegate tasks, assist with designing and coordinate with the EIC to create the magazine. All designers will need a strong understanding of InDesign, but the lead designer should be especially fluent in it so they can assist their team. Designers are largely independent members of The Planet team, so being a self-starter who communicates well is critical. This position is set up like a freelance job, so no news experience is necessary.

Preferred qualifications:

- Proficient in InDesign
- Previous leadership experience (not necessarily in a newsroom)
- Strong understanding of design principles

Magazine designer (2 open spots)

2 hours per week at, $14.49/hr (Can ONLY be taken for pay)

Magazine designers will be responsible for laying out text and images for The Planet's yearly anthology edition. They will work with the lead designer and the EIC to create a magazine that is accurate and visually pleasing. Designers should be proficient in InDesign, be self-starters and have strong communication skills. This position is set up like a freelance job, so no news experience is necessary.

Preferred qualifications:

- Proficient in InDesign
- Strong understanding of design principles
- Willingness to learn The Planet's style and adapt

Any questions can be directed to carrolk5@wwu.edu.

I look forward to seeing your applications,

Kaleigh